



Rockport Millbrook Meadow Committee

P.O. Box 51, Rockport, MA 01966

www.millbrookmeadow.org

*Charmaine Blanchard
Laura Hollowell
Shannon Mason, Vice Chair
Barbara Sparks
Stephanie Woolf*

*Samuel W. Coulbourn, Chair
Marcia Lombardo, Treasurer
Aileen Morrissey
Frederick H. Tarr III*

Minutes of Meeting Wednesday, February 10th, 2016 Trustees' Room, Rockport Public Library

7:01 p.m. Chairman **Sam Coulbourn** called the meeting to order. Members present: **Shannon Mason, Charmaine Blanchard, Aileen Morrissey, Laura Hollowell, Marcia Lombardo, Stephanie Woolf, and Ted Tarr.** Also present were **Colleen Coogan** of NOAA, and **Gunilla Caulfield**, Advisor to the RMMC. **Barbara Sparks** was absent. **Eric Hutchins** and **Tom Mikus**, advisors to the RMMC, and **Diane Cartwright** arrived at 8:00 p.m. Colleen left at 7:55 p.m.

1. Public input. None

2. Committee Business.

Treasurer's Report. Marcia reported that balance in operating account is \$892.12; balance in restoration funds is \$125,002.59.

Approve Minutes of Dec. 9th, 2015 and Jan. 6th, 2016. Stephanie moved to approve minutes of Dec. 9th, Shannon seconded. All voted to approve. Charmaine moved to approve minutes of Jan. 6th, Aileen seconded. All voted to approve.

Expenditure. Laura said that we would need to allocate up to \$2400 for removal of plant materials in vicinity of Frog Pond by David Adams. DPW has agreed to haul away the cuttings. She moved to spend \$2400, Ted seconded. All voted to approve.

3. Update status of Millbrook Meadow Restoration

Status of permitting and restoration, status of CPC application. Laura reported that the Conservation Commission has approved work to clear out the dogwood thicket by Laura and Mary Mintz, when weather permits. They will remove little sprouts and invasives in area, but keep dogwood plants intact.



Pipes are laid for lowering Mill Pond level for Frog Pond Dredging

Laura said that DPW (Joe Parisi) plans to seek permits for dredging the Mill Pond on March 16th, and later for the Meadow. She said that she and Ted attended the CPC meeting Feb. 9th. Bruce Reed, DPW Commissioner and CPC member, was talking about dredging, and then doing things in the Meadow and with the Mill Brook that suggested alterations in the MMI plan. He seems to think that much of the work can be done by DPW, at much lower cost, says Laura. Stephanie related her experience with building the pocket garden at Front Beach, and advised that close coordination with DPW would be useful.

Status of dredging project for Frog Pond. Laura reported that the Frog Pond will soon be dredged. Sam added that Joe Parisi states that it will begin Feb. 18th if weather permits. Laura said she was unsure about plans to plant materials that will stabilize the Frog Pond perimeter. She said that the MMI plan called for planting in the amount of \$23,000.

4. Time to reorganize. Discuss Committee roles, elect officers. Sam announced that Barbara finds that she is going to need to resign from MMC after the Spring Town Meeting April 2nd because of personal business.

Shannon asked members to suggest persons who might be good to add to the MMC. Aileen suggested that we look over the list of attendees at the Jan. 13th Public Meeting. Laura noted that she already had a list of volunteers from that meeting, and one of them, Mary Mintz is now working with her.

Project Manager. With the loss of Barbara we are going to have a large gap to fill, since she has been such a strong and effective part of the effort to restore the Meadow and Pond. Shannon said that she feels it is necessary to redefine the position that Barbara held, as Project Manager. She suggested a Project committee of about three members would be good. She suggested Laura, Stephanie and Sam (as MMC Chair) would make a good team. Laura, Stephanie and Sam agreed to be part of such a grouping. Sam asked if any other members would like to be a part of this team, and no one offered their name. He said that this was not to exclude other members, and they would be kept informed. If

a member wished to attend a meeting of the subcommittee it might be necessary to post the meeting under the Open Meeting Law, so advance notice would be required. Stephanie suggested that it is important that we stay close to DPW on this project, and Shannon added that we will need to stay close to the DPW Commissioners, as well.

The Master Plan. Shannon noted that, although we (MMC) are charging forth with the plan to dredge the Pond and restore the Meadow, and we have discussed the Master Plan in great detail, and we have briefed parts of it to many groups and committees, no one except us has really approved this plan in its entirety, for the Town. She noted that Frank Hassler, an RMMC Advisor, had suggested a document that we should prepare and put forward, describing just what is proposed for this project, to obtain the approval of all cognizant town boards and committees. Laura asked what the status of that document was and Sam answered that it had not moved forward yet. Laura will send the document to Sam and he will circulate it, still in draft form, to members. It was the sense of the group that such a document might be very useful in getting the Town to concentrate on the WHOLE project, instead of dredging the Pond, working on the Brook, installing a playground, or planning trees, in a piecemeal fashion. Ted suggested that we should emphasize the educational value of the Meadow and Pond in future publications and statements.

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Election of Officers. Sam announced the annual election of members.

Treasurer. Sam said that Marcia has done an excellent job as Treasurer. He called for nominations for treasurer. Charmaine moved that Marcia be nominated. Shannon seconded. Sam asked if Marcia would agree to serve if elected, and she said she would. Ted moved that nominations be closed. Charmaine seconded. All voted to close nominations. All voted to re-elect Marcia as Treasurer.

Chair. Sam asked for nominations for Chair. Shannon moved that Sam be nominated, and Aileen seconded. There were no other nominations. Shannon asked if Sam would agree to serve, and he said he would. Ted moved that nominations be closed and Stephanie seconded. All voted to approve. All voted to re-elect Sam as Chair.

Vice-Chair. Sam stated that Shannon has done an outstanding job as vice chair, and as chair of the fund-raising and outreach committee, with many, many hours setting up and taking down our booth in Harvey Park and the Meadow, and selling raffle tickets, etc., etc. asked for nominations for Vice-Chair, and Stephanie nominated Shannon. Laura seconded. There were no other nominations. Ted moved that nominations be closed and Charmaine seconded. Shannon agreed to serve, but noted that she now has a full-time job and that would affect her ability to respond to some requirements. All voted to close. All voted to re-elect Shannon as Vice-Chair.

5. World Fish Migration Day May 21, 2016. Colleen at the start of the meeting said that she would need to leave by 8:00 p.m., and Eric would not arrive until that time, but she was prepared to talk to us about the May 21 event. Sam asked the concurrence of members to move this agenda item up to accommodate Colleen. Members concurred.

Colleen said that event this year would involve a “Service Learning Project” with three high school juniors who have shown exceptional interest and ability, to help with the eel count and take part in moving relocating eels to the Loop Pond when the dredging is to take place. She said Boy Scouts would also be involved. Colleen and Eric have worked together on World Fish Migration Day and also on the days when Rockport High School students have met for their science project in the Meadow.

Colleen noted that the Friends of the Council on Aging will hold their Rubber Duck Race on Saturday, June 4th, and she and Eric would endeavor to be on hand that day, which is close to World Oceans Day, held every June 8th. This is the United Nations-recognized day of ocean celebration and action.

5. Meadow and Pond Use Request Policy and Procedure

Finalize Request Form for submission to BOS. Charmaine noted that a detailed form had proven unworkable. It will be necessary to hear from a prospective applicant just what they wish to do before we can determine if it will be permitted, and how much should be charged as a fee. Members discussed the rules on the document, made minor changes which Charmaine will make. Ted moved that we approve the document, with changes, for submission to the Board of Selectmen for approval. Stephanie seconded. All voted to recommend approval. When Charmaine has made the changes, Sam will submit the document to the BOS.

6. Fundraising Sub-Committee, Publicity and Community Outreach.

Discuss Public Meeting Jan. 13th. Forty-eight people attended the meeting. It was very useful in informing the public, and we obtained several names of prospective volunteers.

Plans for future outreach and fund raising. Shannon said the Fund-raising subcommittee will meet in this (Trustees’) room on Tuesday, Feb. 23rd at 7 p.m. to discuss future plans, including:

- A Mailchimp newsletter for encouraging attendance at the April 2 Town Meeting to support our CPA request,

- Discussion on ways to offer segments or portions of the whole project for donations.

- A mailing to donors urging them to attend Town Meeting. Suggestion that all donors be added to the Conservancy member list.

- Letters to the Editor. Laura suggested that she write one. Sam proposes to prepare one and circulate it to members first.

- Eric suggested that publicity for World Fish Migration Day include mention of Pond and Meadow and April 2. He also suggested that posting eel counts on the RMMC website would increase interest in the website.

- Eric also suggested that Good Morning Gloucester is very receptive to photos and publicity about the Meadow. Kim Smith is the contact, he said.

7. New Business

FOCOA Rubber Duck Race June 4, 2016. Charmaine moved to recommend approval to the Board of Selectmen; Marcia seconded. All voted to recommend approval.

New Conservancy Advisor, Tom Mikus. Sam introduced Tom and his wife, Diane Cartwright. Tom has agreed to serve as our science and technology advisor. He has Particular interest in the industrial history of the Meadow and Pond and will help to research and promote that. As an expert on the science of capturing greenhouse gases Tom is an authority on the science of climate change. Here is a brief bio that we have entered on our Conservancy website:

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Thomas Mikus, Ph.D. Tom has spent nearly 40 years in scientific and technological pursuits including years of work with Shell Oil, and has patented several inventions. He has devoted many years to the science of carbon capture and sequestration, developing ways to slow or prevent global warming. Tom and his wife came to Rockport in 2015, and already he has taken an interest in and joined the Rights of Way Committee and the Rockport Green Community Task Force.

Rockport Garden Club Advertisement. The Garden Club has invited MMC to buy an advertisement in their program book for their annual garden tour. The tour will include the RGC Garden in the Meadow. Last year we bought a half-page ad for \$50. Laura moved to spend \$50 for this, Aileen seconded. All voted to approve. Sam will provide the document and a check for Shannon to combine with the copy for the ad and submit.

Train Station and Storm water Handling. Eric brought up an issue that he has been tangling with lately, and that is the MBTA is doing work in our Mill Brook Watershed that may affect our water supply, and may have an effect on storm water that flows down to the Mill Pond. He noted that the Conservation Commission has been very demanding about MMC looking upstream and helping to ensure that storm water pollution is eliminated. On the other hand MBTA has acted without oversight up there. He is very concerned that no official or group in Rockport shows interest in holding MBTA's feet to the fire in this matter. He asked that MMC ask the BOS to have MBTA present their plans for storm water treatment to the Town. Stephanie moved to send such a memo, Ted seconded. All voted affirmatively.

8. Next Meeting: Wednesday, March 9th, 2016, at Trustees' Room, Rockport Public Library.

7. Adjournment: Stephanie moved and Marcia seconded. All voted to adjourn at 9:25 p.m.

Approved:

Samuel W. Coulbourn

Copy to: Town Administrator; Director of Public Works; Conservancy Board and Advisors; Conservation Agent; DPW Commissioners